



MINOR SITE PLAN APPLICATION
City of Rochester, New Hampshire

Date: 12/1/23

Property information

Tax map #: 121; Lot #'s: 226; Zoning district: DC (per planning Dept.)

Property address/location: 168 North Main Street

Brief project description: Convert office building into 5 apartments.

Property owner

Name (include name of individual): Decoeur Realty Trust

Mailing address: 40 Melody Terrace Dover, NH 03820

Telephone #: _____ Email address: _____

Applicant/developer (if different from property owner)

Name (include name of individual): Cozy Harbor, LLC (Marc Smith)

Mailing address: 1 Old Dover Road #2 Rochester, NH 03867

Telephone #: (603) 387-9591 Email address: msmith@tiderockmanagement.com

Engineer/surveyor/designer (if applicable)

Name (include name of individual): _____

Mailing address: _____

Telephone #: _____ Email address: _____

Check one:

- ☐ Nonresidential project ☐ Home Occupation II or III
☒ Multi-Family Residential project

Check all that apply:

- ☒ change of use ☐ new building ☐ building addition
☐ new parking area ☐ expansion of existing parking area
☐ new signage; ☐ exterior lighting ☐ other site changes

Describe current use/nature of property: Office building for a law office. (currently vacant)

Describe proposed use/activity: Convert into 5 apartments.

parking spaces: existing: unmarked ; total proposed: 12

Current square footage of building 2,975 ; Proposed square footage of building 2,975

City water? yes ☒ no ☐ ; How far is City water from the site? _____

City sewer? yes ☒ no ☐ ; How far is City sewer from the site? _____

If City water, what are the estimated total daily needs? 300 gallons per day

Where will stormwater be discharged? _____

Number of existing dwelling units: 0 Total number of proposed dwelling units: 5

New building(s)? NO Addition(s)/modifications to existing building(s)? NO

Describe current use/nature of property: _____

Describe proposed use/activity: _____

of parking spaces: existing: _____ total proposed: _____

Hours of Operation: _____ Days of Operation: _____

Number of employees: _____ Square footage to be used for new proposed use: _____

Maximum Number of Pupils at one time (for classes): _____

Comments

Please feel free to add any comments, additional information, or requests for waivers here:

Current footprint of building will remain
the same.

This application must be accompanied by the following:

- Site plan drawing with:
 - All building dimensions (including any additions, if applicable)
 - Parking areas or spaces with size, spaces, flow pattern, and drive aisles as applicable.
 - Location of proposed change of use/addition/home occupation.

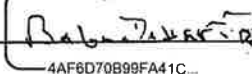
Submission of application & acknowledgement about process

This application must be signed by the property owner, applicant/developer (if different from property owner), and/or the agent.

I (we) hereby submit this Site Plan application to the City of Rochester Planning Board pursuant to the City of Rochester Site Plan Regulations and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant/developer (if different from property owner)/as agent, I attest that I am duly authorized to act in this capacity. **I also acknowledge that this project could be referred to the Planning Board for a new, full Planning Board review at the request of any person after any Minor Site Approval and that I would need to renotify abutters in that case** (in accordance with RSA 674:43 III).

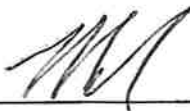
Signature of property owner:

DocuSigned by:


4AF6D70B99FA41C...

Date: 12/4/2023

Signature of applicant/developer:



Date: 12/4/23

Signature of agent:

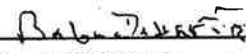


Date: 12/4/23

Authorization to enter property

I hereby authorize members of the Rochester Planning Board, Zoning Board of Adjustment, Conservation Commission, Planning Department, and other pertinent City departments, boards and agencies to enter my property for the purpose of evaluating this application including performing any appropriate inspections during the application phase, review phase, post-approval phase, construction phase, and occupancy phase. This authorization applies specifically to those particular individuals legitimately involved in evaluating, reviewing, or inspecting this specific application/project. It is understood that these individuals must use all reasonable care, courtesy, and diligence when entering the property.

Signature of property owner: _____

DocuSigned by:

4AF6D70B89FA41C...

12/4/2023

Date: _____

Home Occupation: An occupation or business activity which is conducted by a resident within his/her own dwelling or in a garage or barn-type outbuilding and which is clearly subordinate to the principal residential use. Home occupations are designated as Home Occupations – 1,2,and 3. (See Section 42.24 – Home Occupations)

Requirements for All Home Occupations. The following standards apply to all home occupations - 1, 2, and 3: *(If any of these cannot be met, it will be deemed **not** an allowed use)*

1. **On Resident's Property.** Home occupations shall be conducted by the individual on the property in which he/she resides.
2. **Inside the Dwelling.** All activity related to the home occupation shall be conducted inside the dwelling or inside a garage or barn-type outbuilding.
3. **Character.** Home occupations must be subordinate to the residential use and must have little or no impact upon the neighborhood. There must be minimal indication of the home occupation evident from the road or from neighboring properties.
4. **Retail Sales.** There shall be no retail sales of goods or products on the premises, except:
 - a. as may be incidental to the primary office or personal services occupation (such as sales of hair products to a salon customer);
 - b. for goods shipped pursuant to mail/email/telecommunication order;

**Minor Site Plan Narrative
for
168 North Main Street**

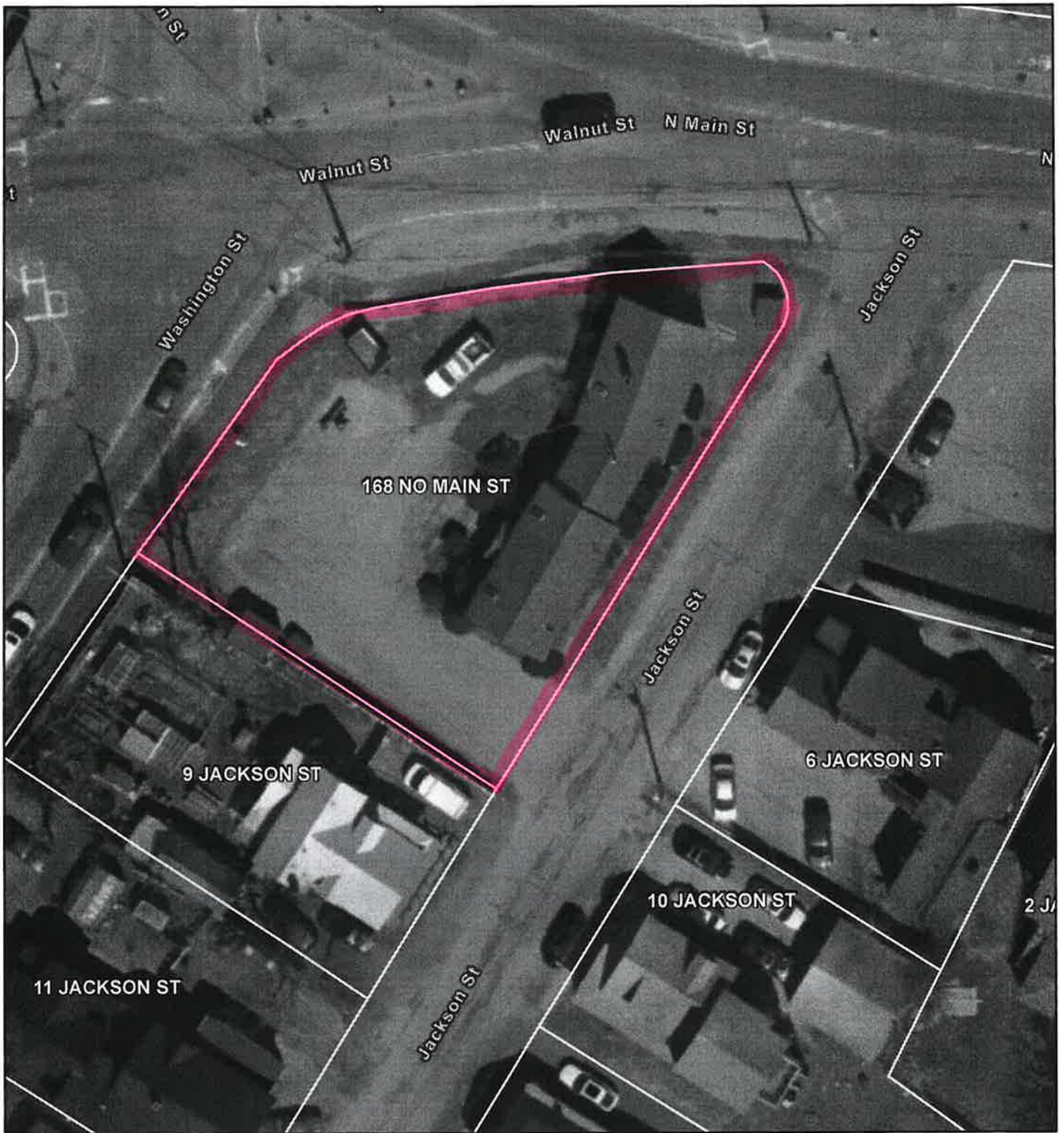
The existing building consists of 2,975 +/- square feet and was previously used as office space for a law firm. Our plan is to renovate the interior and convert into five residential apartment units. The existing footprint of the building will remain the same with no additions. We do intend to "clean up" the exterior with new siding, rot repairs and paint. We also intend on cleaning up the exterior landscaping and overgrown shrubs.

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)								
Element	Cd	Description	Element	Cd	Description							
Model	94	Commercial	Half Bath Ratin	A	SAME							
Style	C51	OFFICE	Extra Fixture(s)	0								
Grade	D	Fair	Extra Fix Rating									
Stories	1.75											
Units												
Residential Unit	0											
Comm Units	2.00											
Wall Height	8.00											
Exterior Wall 1	02	CLAPBOARD										
Exterior Wall 2												
2nd Ext Wall %												
Roof Structure	0											
Roof Cover	01	GABLE										
Interior Wall 1	01	ASPH SHINGLE										
Interior Wall 2		DRYWALL										
Interior Floor 1	08	AVERAGE										
Interior Floor 2		CONCRETE										
Basement Floor	12											
% Heated	100.00											
Heat Fuel	02											
Heat Type	03											
2nd Heat Type	01											
2nd % Heated	50.00											
# Heat Systems	0.00											
AC Percent	63.00											
Bedrooms												
Full Bath(s)	0											
Bath Rating	A											
3/4 Bath(s)	0											
3/4 Bath Rating												
Half Bath(s)	4											
Half Bath Ratin	A											
Extra Fixture(s)	0											
OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)												
Code	Description	L/B	Qty	Dim 1	Dim 2	Grade	Condition	Yr Blt	% Gd	Unit Price	Grade Adj.	Appr. Value
01	SHED FRAME	L	1	8	10	C	AV	1987	50	28.15	1.00	1,100
PA	PAVING ASPH	L	1	1	8500	C	AV	1987	50	2.57	1.00	10,900

168 No Main

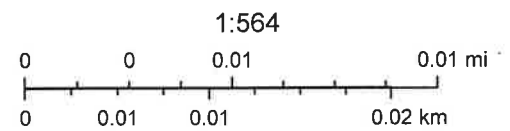


168 No. Main - Rochester
My Map



11/29/2023, 2:07:39 PM

 Tax Parcels



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Abutters List

Owner1	Owner2	BillingAddress	City State Zip
CROWLEY FRANK W		13 WENTWORTH RD	NEW DURHAM, NH 03855
GILES ANDREW BRUCE		1052 MAIN ST UNIT 1	WAKEFIELD, MA 01880-4117
JONES MICHAEL D & LAURA M		9 JACKSON ST	ROCHESTER, NH 03867
CITY OF ROCHESTER		31 WAKEFIELD ST	ROCHESTER, NH 03867
DECOEUR REALTY TRUST		40 MELODY TER	DOVER, NH 03820-4713
MHG 5 FUND LLC		165 THORNDIKE ST STE 2002	LOWELL, MA 01852
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HARTWELL & MCCLUSKEY	HOLDINGS LLC	377 WHITTIER HWY	MOULTONBOROUGH, NH 03254
GAN KATHRYN		41 WALNUT ST	ROCHESTER, NH 03867
APOLLO CAPITAL LLC		454 COURT ST #204	PORTSMOUTH, NH 03801-4686

9 x Abutters